

ADMINISTRATIVE - INTERNAL USE ONLY

5 MAY 1964

MEMORANDUM FOR: Acting Deputy Director for Support

SUBJECT : Helicopter Operations at the Headquarters Building

1. This memorandum contains a recommendation submitted for your approval. Such recommendation is contained in paragraph 3.

2. Since occupancy of the Headquarters Building there has been no adequate heliport established for the landing and take-off of helicopters. While certain helicopter flights have been accommodated on an "ad hoc" basis, these flights were frequently handled without benefit of sufficient advance notice or proper coordination. In a few instances requests for permission to land at the Headquarters Building were referred to this Office after the helicopter was airborne. Experience gained to date also indicates that lack of proper fire fighting and rescue equipment, ground-to-air radio communications; and, trained personnel to operate such equipment are inhibiting and limiting factors of definite concern to the safe operation of helicopters at the Headquarters Building. Preliminary inquiries made by this office indicate the possible suitability of certain areas in the vicinity of the building for the construction of a helicopter landing pad.

3. If it is Agency intent to provide facilities for helicopter operations at the Headquarters Building, it is recommended that the Office of Logistics, in collaboration with the Office of Security and

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the appropriate air operations element, be authorized to construct a heliport and that an appropriate Agency component be designated to control its operation.

SIGNED

R. L. Bannerman
Director of Security

The recommendation in paragraph 3 is approved.

H. Gates Lloyd
Acting Deputy Director
for Support

Distribution:

O-D/S

②-Acting DDS

Chris. Rubin

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TRANSMITTAL SLIP		DATE
TO: Mr. Lloyd <i>Via memo.</i>		
ROOM NO.	BUILDING	
REMARKS: Recommend your approval. <i>✓</i> VRT		
FROM:		
ROOM NO.	BUILDING	EXTENSION

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FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

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